



Adirondack Park Agency

ANDREW M. CUOMO
Governor

TERRY MARTINO
Executive Director

NOTICE OF VACANCY

TITLE: Environmental Program Specialist 2

GRADE: SG-23

LOCATION: Ray Brook, Essex County

TYPE OF APPOINTMENT: Permanent

UNIT: PEF

POSTED: July 19, 2021

REMOVE: August 3, 2021

JOB DESCRIPTION: The incumbent will provide management and programming services to the Agency's regulatory work including planning, permitting and enforcement. The position includes: performance of independent field review and analyses of proposed project sites; evaluation of environmental impacts of projects and drafting of permits; assisting in the coordination of on-the-job training of new subordinate staff; review of permitting and enforcement activity; oversight and development of sufficient Agency files and recommendations for enforcement resolutions; and utilization of performance metrics and compliance. The incumbent candidate will also review and respond to inquiries from the public regarding potential Agency jurisdiction. The candidate will be proficient in team management and the delegation of project tasks. The position involves supervision and evaluations of EPS 1 staff and general administration. Candidates must have good communication skills, both written and oral, and will prepare and present public presentations. This position is interchangeable between other Environmental Program Specialist 2 titles found within the Agency.

MINIMUM QUALIFICATIONS:

Reachable on the Agency interdepartmental eligible list.

SUBMIT COVER LETTER and RESUME BY COB, August 3, 2021 TO:

New York State Adirondack Park Agency
ATTN: Elaine Caldwell, Human Resources
PO Box 99
Ray Brook, New York 12977
E-mail to: Elaine.Caldwell@apa.ny.gov

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